

The City Council of the City of Mattoon held a regular meeting in the Council Chambers at City Hall on October 19, 2004 at 7:05 p.m. after a 6:30 p.m. caucus session.

Mayor Carter presiding.

Mayor Carter led the Pledge of Allegiance to the United States of America.

The following members of the Council answered roll call: YEA Commissioner Mark Donnell, YEA Commissioner Harold Gambill, YEA Commissioner Jerrold Hesse, YEA Commissioner David Schilling, YEA Mayor David E. Carter.

Commissioner Schilling seconded by Commissioner Donnell moved to approve the minutes of the regular meeting held on October 5, 2004.

Mayor Carter opened the floor for discussion. No discussion.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Commissioner Donnell seconded by Commissioner Gambill moved to approve the reports of the Fire Department for the month of September, 2004.

Mayor Carter opened the floor for discussion. No discussion.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Commissioner Gambill seconded by Commissioner Schilling moved to approve bills and payroll for the first half of October.

Bills & Payroll for the first half of October

General Fund

Payroll		\$ 221,422.38
Bills		<u>\$ 121,084.25</u>
	Total	\$ 342,506.63

Hotel Tax Fund

Payroll		\$ 1,803.23
Bills		<u>\$ 3,227.84</u>
	Total	\$ 5,031.07

Festival Management

Bills		<u>\$ 9,524.77</u>
	Total	\$ 9,524.77

Insurance & Tort Judgment

Bills		\$ 14.82
	Total	\$ 14.82
<u>Capital Project</u>		
Bills		\$ 8,636.36
		\$ 8,636.36
<u>Water Fund</u>		
Payroll		\$ 32,420.46
Bills		\$ 131,485.65
	Total	\$ 163,906.11
<u>Sewer Fund</u>		
Payroll		\$ 30,960.39
Bills		\$ 28,463.06
	Total	\$ 59,423.45
<u>Cemetery Fund</u>		
Payroll		\$ 2,121.44
Bills		\$ 1,721.56
	Total	\$ 3,843.00
<u>Health Insurance Fund</u>		
Bills		\$ 44,748.55
	Total	\$ 44,748.55
<u>Motor Fund Tax Fund</u>		
Bills		\$ 128,077.31
	Total	\$ 128,077.31

Mayor Carter opened the floor for discussion. No discussion.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Mr. Brian Daniell of West & Company, LLC with input from City Attorney/Treasurer Preston Owen and City Administrator Richard Underkofler reviewed the FY2003-2004 City of Mattoon Audit including the transmittal letter, management's discussion and analysis, financial statements, reserved funds of approximately one month, and Fire and Police Pensions, which were underfunded.

Mr. Daniel Tang of the Cost Recovery Corporation made a presentation to the Council with a brief history and experience of his company; basics of utility bill auditing as determination of State regulated utilities' overcharges with regard to tariff rates and provisions, meter accuracies/reading errors, unused services, and billing system errors; his expectations and benefits as a three to nine percent reduction of expenditures; set up fee of \$750.00 to be refunded when savings are realized and other compensation of 50% of the realized savings. Council discussed Mr. Tang's review of sample billings at no cost to the City to determine the feasibility of contracting.

Mayor Carter seconded by Commissioner Donnell moved to adopt Resolution 2004-2563, adopting the National Incident Management System to plan for and respond to disaster incidents.

CITY OF MATTOON, ILLINOIS

RESOLUTION NO. 2004-2563

**A RESOLUTION ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM TO PLAN FOR
AND RESPOND TO DISASTER INCIDENTS**

WHEREAS, the National Incident Management System (NIMS) is the nation's first-ever standardized approach to disaster incident management planning and response which will provide a consistent national system for federal, state and local governments to work together to respond to any domestic disaster incident; and

WHEREAS, local governments are expected to begin efforts to implement the NIMS in fiscal year 2005; and

WHEREAS, formally recognizing the NIMS and adopting the NIMS principals and policies by a legislative measure of the City Council will become a prerequisite to applications for emergency planning and preparedness grant funding for the Mattoon Fire and Police Departments in fiscal year 2006.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF MATTOON that the City of Mattoon hereby adopts the National Incident Management System (NIMS) as its system of planning for and responding to disaster incidents.

Upon motion by Mayor Carter, seconded by Commissioner Donnell, adopted this 19th day of October, 2004, by a roll call vote, as follows:

AYES (Names): Commissioner Donnell, Commissioner Gambill,

Commissioner Hesse, Commissioner Schilling,

Mayor Carter

NAYS (Names): None

ABSENT (Names):None

Approved this 19th of October, 2004.

/s/ David E. Carter

David E. Carter, Mayor

City of Mattoon, Coles County, Illinois

ATTEST:

APPROVED AS TO FORM:

/s/Susan J. O'Brien

/s/ J. Preston Owen

Susan O'Brien, City Clerk

J. Preston Owen, City Attorney

Recorded in the Municipality's Records on October 20, 2004.

Mayor Carter opened the floor for discussion. Commissioner Donnell announced that several firemen and the police chief as well as himself had attended a training session to become certified, and the City would not be eligible for future Federal Grants without having this plan.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Commissioner Schilling seconded by Commissioner Hesse moved to approve Council Decision Request 2004-372, approving an adjustment of a September water and sewer bill of \$3,124.64 for a leak at premises owned by Don Metcalf at 2500 Piatt Avenue to the monthly average bill of \$42.14.

Mayor Carter seconded by Commissioner Schilling moved to amend CDR 2004-372 to use the set protocols to adjust this bill.

Mayor Carter declared the motion to amend CDR 2004-372 carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, NAY Commissioner Schilling, YEA Mayor Carter.

Mayor Carter declared the amended Council Decision Request 2004-372 carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, NAY Commissioner Schilling, YEA Mayor Carter.

Commissioner Gambill seconded by Commissioner Schilling moved to approve Council Decision Request 2004-373, ratifying an emergency decision to authorize Bodine Electric of Decatur to repair a Golden Valley Lift Station Pump at a cost of \$10,856.91.

Mayor Carter opened the floor for public discussion. No discussion.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Mayor Carter opened the floor for public discussion. Mr. Herb Meeker requested clarification of Halloween trick or treat hours. Mayor Carter announced October 31st from 6 – 8 p.m. Mr. Don Metcalf inquired as to his adjustment. City Attorney Owen stated the adjustment would be based on average usage and then reduced by half. Mayor Carter stated that the breakage was due to contracted State workers; therefore, he requested the amendment. Mr. Metcalf requested to receive the bill by mail.

Mayor Carter seconded by Commissioner Gambill moved to recess to closed session pursuant to the Illinois Open Meetings Act for the purpose of considering the employment, performance or dismissal of employees of the municipality (5 ILCS 120(2)(c)(1), the purchase of real property for the use of the municipality (5 ILCS 120(2)(5), the setting of a price for sale or lease of property owned by the municipality (5 ILCS 120(2)(6), litigation affecting or on behalf of the City of Mattoon (5 ILCS 120/2(c)(11): wage rates for custodian jobs; salary increases for management and supervisory employees, whose compensation has not been established by employment agreement; review performance appraisal report for management employee: Debbie Crean, Administrative Assistant for Public Works at 7:52 p.m.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

Council reconvened from closed session at 8:57 p.m.

Commissioner Schilling seconded by Commissioner Donnell moved to adjourn at 8:57 p.m.

Mayor Carter declared the motion carried by the following vote: YEA Commissioner Donnell, YEA Commissioner Gambill, YEA Commissioner Hesse, YEA Commissioner Schilling, YEA Mayor Carter.

/s/ Susan J. O'Brien

Susan J. O'Brien

City Clerk